

MINUTES
AGA Chapter Executive Committee
July 6, 2016

Submitted by Donna Jewell, Chapter Secretary

The chapter Executive Committee for the Nashville chapter met on Wednesday, July 06, 2016, in the 16th floor Training Room of the James K. Polk State Office Building.

Present (voting members in bold): **Angela McElrath-Prosser, President; Britt Wood, President-Elect; Penny Austin, Past President; Eugene Hampton II, Treasurer; Donna Jewell, Secretary; Charlotte Gentry, Awards Chair; Michael Winston, CGFM Chair; Emily Gray, Community Service Co-Chair; Victor Nwanso, Corporate Sponsorship Chair; Donna Nicely, Early Careers Chair; Anna Nickell, Education Co-Chair; Debi Moss, Program Co-Chair; Doreen Zientar, Program Co-Chair;** Gerry Boaz, Accountability Outreach Chair; Karen Hale, Communication Chair; Eddie D'Ovidio, Finance Co-Chair; Jai Sawlani, Finance Co-Chair; John Dunne, Meetings Co-Chair; Scarlet Sneed, Meetings Co-Chair; and Nathan Abbott, Website Co-Chair

Call to Order

Angela called the meeting to order at 11:22 a.m.

Minutes

Angela asked if there were any changes to the minutes. After corrections were discussed, Charlotte moved that the amended minutes be approved. Michael seconded the motion. The minutes were approved.

Introductions

CEC members introduced themselves and indicated what office/committee they held or chaired.

Brief Overview of Chapter Operations

Angela reminded Britt of the Chapter Recognition Program and that she, as President-Elect, will be responsible for accumulating and reporting our chapter points to the national organization.

Angela also stated that she will be sending out committee annual plans. As these need to be turned in to the national organization by July 15th, she needs them no later than July 13th.

Discussion of Lunch Options

Angela stated that she, John and Scarlet had been discussing options for the next program year's meeting locations. The Nashville Public Library would allow us to use its facilities, but the rent would be \$500 for 4 hours' time, but they do not allow regularly scheduled meetings.

John discussed the options from the DoubleTree. We paid \$26.04 last program year for the pasta and sandwich option. This year, the price for something similar would be \$28.52. If we went

back to the entrée with one protein, it would be \$32.24 for chicken or pork, or \$34.72 for beef or another protein. At this point, the catering manager is holding our proposed dates.

Angela then discussed that most of the dates discussed with the DoubleTree seemed to be good dates, but she had purposefully avoided booking the March date to conflict with the Middle Tennessee Chapter CFE Annual Conference.

John also mentioned that he had contacted the Sheraton Hotel (who would charge us \$40 per person) and the Nashville City Club (who would charge us \$30 per person).

The Tennessee Room would also be available, but it is unclear as to who would be responsible for clean-up. One side of the Tennessee Room holds 110 people; the other side holds 90.

We also discussed raising the prices to members slightly as, regardless of the option chosen, the overall price of the meals was increasing.

After much discussion, it was determined that more information was needed and this conversation would be carried over to the next meeting. However, a decision should be made by the end of the month.

Budget Discussion

Angela stated that she wanted our chapter to continue to be fiscally responsible. She will be sending out last year's budget to all current chairs to determine what adjustments need to be made for the current year. She asks that the budgets be returned to her by the end of July for CEC vote.

The West Virginia Chapter has challenged other chapters to raise funds for the flood relief efforts in that state. Angela will forward the information to Emily for her committee's consideration.

Penny stated that Craig Davis has agreed to do the review of the financial statements again this year. Penny asked that we set aside money in the budget to allow Craig to come to a meeting as a guest as a thank-you for his time.

Other Business

Penny brought up the potential by-laws change to be voted on at the Annual PDT this month. Penny, Gerry and Karen gave their impressions as to the reasons behind the draft changes

Angela reported on the most recent CEO Chat with Ann Ebberts.

If we go with the DoubleTree, the first meeting is tentatively scheduled for September 12, 2016.

Angela will send this year's Request for Payment form and the directory of officers to Donna for distribution with the draft minutes.

As there was no other business, Angela adjourned the meeting at 12:30

Next CEC meeting: TBD